

SUPPORT AGREEMENT

1. AGREEMENT NUMBER (Provided by Supplier) FB5205- 98299-104		2. SUPERSEDED AGREE. NO. (If this replaces another agreement) FB5025-91071-104		3. EFFECTIVE DATE (YYMMDD) 26 Oct 98		4. EXPIRATION DATE (May be "Indefinite") INDEF	
5. SUPPLYING ACTIVITY				6. RECEIVING ACTIVITY			
a. NAME AND ADDRESS Department of the Air Force 35th FIGHTER WING Unit 5009 APO AP 96319-5009				a. NAME AND ADDRESS U.S. Fleet and Industrial Supply Center Yokosuka Japan FPO Seattle 98762-1500			
b. MAJOR COMMAND PACAF				b. MAJOR COMMAND NAVSUPSYSCOM			
7. SUPPORT PROVIDED BY SUPPLIER							
a. SUPPORT (Specify what, when, where, and how much)				b. BASIS FOR REIMBURSEMENT		c. ESTIMATED REIMBURSEMENT	
ADMIN CHAPEL CIV PERS CLUBS COMM COMMAND SP COMMUN INF COMMUN SVC CUSTODIAL DISASTER EDUCATION ENTOMOLOGY ENVIR CLEA ENVIR COMP EOD EQUIP MAIN FACIL CONS FACIL REPA FINANCE FIRE FOOD HEALTH HSG & LODG LAUNDRY LEGAL ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				Non-Reimbursable Non-Reimbursable Reimbursable Non-Reimbursable Reimbursable Non-Reimbursable Non-Reimbursable Non-Reimbursable Reimbursable Non-Reimbursable Reimbursable Reimbursable Reimbursable Non-Reimbursable Non-Reimbursable Reimbursable Reimbursable Reimbursable Non-Reimbursable Non-Reimbursable Non-Reimbursable Reimbursable Non-Reimbursable		SEE FUNDING ANNEX	
8. SUPPLYING COMPONENT				9. RECEIVING COMPONENT			
a. COMPTROLLER SIGNATURE <i>Thomas R. Lees</i>		b. DATE SIGNED 12 AUG 1998		a. COMPTROLLER SIGNATURE <i>Louis Schleuger</i> Louis Schleuger, Comptroller		b. DATE SIGNED 3/23/98	
c. APPROVING AUTHORITY				c. APPROVING AUTHORITY			
(1) Typed Name SUSAN I. GALANTE, Colonel, USAF				(1) Typed Name Robert L. Milligan, Capt, USN			
(2) Organization Commander, 35th Logistics Group		(3) Telephone Number DSN: 226-3505		(2) Organization Commanding Officer FISC, Yokosuka		(3) Telephone Number 243-7077	
(4) Signature <i>Susan Galante</i>		(5) Date Signed 26 Oct 98		(4) Signature <i>R. L. Milligan</i>		(5) Date Signed 3 Apr 98	
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)							
a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED		c. APPROVING AUTHORITY SIGNATURE		d. DATE SIGNED	

11. GENERAL PROVISIONS (Complete blank spaces and add additional general provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing and reimbursement instructions.)

- a. The receiving components will provide the supplying component projections of requested support. (Significant changes in the receiving component's support requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)
- b. It is the responsibility of the supplying component to bring any required or requested change in support to the attention of U.S. FLEET & INDUSTRIAL SUPPLY CENTER prior to changing or cancelling support.
- c. The component providing reimbursable support in this agreement will submit statements of costs to: 35 CPTF/FMFL
- d. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.
- e. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.
- f. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.
- f.1. List of support that will not remain in effect upon execution of an OPlan: See Continuation sheet
- g. Authority/Purpose: See Attachment One
- h. Mission Statement: See Attachment One
- i. Billing and Reimbursement Instructions: See Attachment One
- j. Support Functions/Responsibilities: See Attachment Two
- k. Manpower Review: See Continuation Sheet
- l. Environmental Review: See Continuation Sheet
- m. Legal Review: See Continuation Sheet
- n. Security Forces Review: See Continuation Sheet
- o. POC: 35 LSS/LGLX, SrA Schenk, DSN 226-4283. US Navy Depot, Mrs Wolfe, DSN 234-7199

ADDITIONAL GENERAL PROVISIONS ATTACHED: ☒ YES ☐ NO

12. SPECIFIC PROVISIONS (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements, quality standards, and criteria for measurement/reimbursement of unique requirements.)

See the following attachments for applicable information required:

Attachment One - Preface
Attachment Two - Specific Provisions
Attachment Three - Funding Annex
Attachment Four - Manpower Annex
Attachment Five - Environmental Compliance

ADDITIONAL SPECIFIC PROVISIONS ATTACHED: ☒ YES ☐ NO

CONTINUATION SHEET

Continuation of Block 7a, 7b and 7c


7a.	7b.	7c.
MAIL POSTA	Non-Reimbursable	SEE FUNDING ANNEX
MIL PERS	Reimbursable	
MORTUARY	Non-Reimbursable	
MWR	Non-Reimbursable	
OCCUP HEAL	Non-Reimbursable	
POLICE	Non-Reimbursable	
PUBL AFFAI	Non-Reimbursable	
PURCH/CONT	Reimbursable	
REFUSE	Reimbursable	
RESOURCE M	Reimbursable	
SAFETY	Non-Reimbursable	
SHUTTLES	Non-Reimbursable	
SOCIAL ACT	Non-Reimbursable	
SUGGEST	Non-Reimbursable	
SUPPLY	Reimbursable	
TECH LIBRA	Non-Reimbursable	
TRANSPORT	Reimbursable	
UTILITIES	Non-Reimbursable	
VEHICLE SP	Reimbursable	

Continuation of Block 11, General Provisions

f.1. Support that will not remain in effect upon execution of an OPlan:

(None Listed)

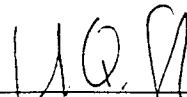
k. This agreement has been reviewed by the Supplier's Manpower office and ~~does~~ does not require any manpower annex.



ROBERT MANNING, TSgt, USAF
NCOIC, Manpower and Quality Office

CONTINUATION SHEET

l. This agreement has been reviewed by the Supplier's Environmental Office and ~~does~~/does not have an environmental impact.



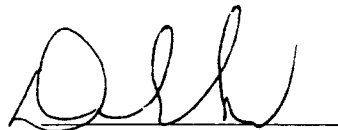
ARTHUR D. CHAN, GS-12, P.E., USCE
Chief, Environmental Flight

m. This agreement has been reviewed by the Supplier's Staff Judge Advocate and was found to be legally sufficient.



BONNIE B. BLAIR, Lt Col, USAF
Staff Judge Advocate

n. This agreement has been reviewed by the Supplier's Security Forces Office and was found to have no security impact.



RANDY N. AKERS, SMSgt, USAF
Operations Superintendent

p. Distribution:

HQ PACAF/LGXP - 2 cys
25 E. Street, Suite I-113
Hickam AFB HI 96853-5427

5 AF/LGX - 2 cys
Yokota AB JA
APO AP 96328

U.S. Fleet and Industrial Supply Center - 2 cys
Yokosuka JA
FPO Seattle 98762-1500

US Navy Fuel Detachment - 1 cy
Hachinohe Terminal
APO AP 96319

35 LSS/LGLX - 25 cys
Unit 5016
APO AP 96319

Attachment One

PREFACE

INTERSERVICE SUPPORT AGREEMENT

BETWEEN

35TH FIGHTER WING (PACAF)

AND

U.S. FLEET AND INDUSTRIAL SUPPLY CENTER

1. **Purpose:** To define logistics and administrative support to be provided by the 35th Fighter Wing (FW), Misawa Air Base, Japan, to the U.S. Fleet and Industrial Supply Center, Yokosuka, Japan.
2. **Authority:** The authority for this agreement is DOD 4000.19I, Defense Regional Interservice Support (DRIS) Regulation.
3. **References:**
 - a. DOD 4000.19I. Defense Regional Interservice Support Instruction
 - b. AFR 172-1. Accounting for Commitments
 - c. AFI 25-201. Support Agreement Procedures
4. **Policy:**
 - a. This agreement defines the administrative and logistics responsibilities of the 35 FW (herein after referred to as the SUPPLIER) regarding support provided to the U.S. Fleet and Industrial Supply Center, US Naval Fuel Detachment, Hachinohe (herein after referred to as the RECEIVER). This agreement establishes the authority and specifies the support to be provided for the RECEIVER's operation of the Hachinohe Petroleum, Oil, and Lubricants (POL) storage.
 - b. This agreement is effective as outlined in DOD 4000.19I.
5. **Description of the Receiver:** The RECEIVER is a detachment of the U.S. Fleet and Industrial Supply Center and is located at Hachinohe, Japan. The RECEIVER's programmed manpower strength is one USCS enlisted and 37 local national employees. The RECEIVER maintains, operates and provides security for the Hachinohe POL terminal and the POL pipeline extending from Hachinohe to Misawa Air Base.

6. **Mission Statement:** The RECEIVER is tasked to operate a POL storage area and provide POL terminal storage and distribution services from the receiving point at Hachinohe, Japan to US forces at Misawa Air Base.

7. **Funding and Reimbursement:** The SUPPLIER will submit bills monthly for services provided to 35 CPTF/FMFL, Misawa AB, Japan, who will in turn send the bills to DFAS-J/AFOR Yokota AB Japan, APO AP 96326. The DFAS-J/AFOR will prepare bills using Standard Form 1080 (voucher for transfer between appropriation and/or funds). Billings will cover service provided for the previous month. All appropriate USFJ/GOJ cost burden sharing will be included in monthly bills. A check for the total amount should be made payable to U.S. Treasury DSSN 6688, due NLT 30 days after the billing date. Questions concerning billing should be referred to DFAS-J/AFOR Yokota AB Japan, APO AP 96326 at ext. 225-8521. The 35 CPTF/FMFL can assist you if attempts to reach DFAS-J/AFOR have failed.

8. **Facilities:** The RECEIVER does not occupy any real property on Misawa Air Base, Japan. Therefore, a Facilities Annex is not applicable to this agreement.

9. **Support Functions and Responsibilities:** The RECEIVER will be provided support enumerated in AFR 172-3 and this document. The Hachinohe POL storage area will be provided use of the SUPPLIER's real property enumerated in this agreement and general use of all facilities necessary to provide support set forth in this agreement. The SUPPLIER shall provide POL and POL products for use by the RECEIVER's. Pick up of petroleum products will be made at Misawa Air Base. See attachment two, Specific Provisions, for detailed responsibilities.

10. **Support Planning Factors:** Support planning factors are contained in attachments hereto and are hereby made a part of this agreement. These planning factors will not be changed without prior coordination and approval of the SUPPLIER and RECEIVER approving officials. In the event of mobilization or contingency, support will continue to be provided by the SUPPLIER to ensure the RECEIVER will be able to accomplish its mission as outlined in f.1 of DD Form 1144. Terms of this agreement are subject to change based on changing requirements of the SUPPLIER or when deemed necessary by availability of the RECEIVER resources.

Attachment Two

Block 12: Specific provision

INFORMATION MANAGEMENT SERVICES: (ADMIN)

Includes records management, document control and handling, forms and publications, and maintenance of official reference libraries. Includes postage and fees for official mail and application thereof.

Supplier Will:

Provide administrative communications/official mail distribution service through the Base Information Transfer System (BITS) IAW DOD 4525.8-M/AF Sup 1. Reimbursement cost will be assessed for all outgoing distribution.

Provide technical assistance and staging area support. Provide records management orientation.

Process requests and distribute non-electronic departmental, field, and installation publications and forms. Provide assistance and training on obtaining electronic departmental, field, and installation publications. Provide electronic copies of departmental, field, and installation publications and forms if means to obtain them are not available. Provide technical assistance, orientation, and training for publications and forms management functions.

Receiver Will:

Operate a distribution office to receive and dispatch official communication through the BITS. Coordinate with Supplier on address symbols, location, and other changes thereto. Maintain central control of all mail and classified documents, including classified destruction. Comply with the Supplier's established policies and procedures. Prepare all documents and packages IAW DOD 4525.8-M/AF Sup 1. Reimburse Supplier for all postage expenditures as of 1 Oct 94. Estimated Cost: \$200.00

Manage unit records under supervision of parent activity.

Comply with applicable directives.

CHAPEL AND CHAPLAIN SERVICES: (CHAPEL)

Includes pastoral ministries, worship services, religious rites, pastoral visits, spiritual counseling, and religious education.

Supplier Will:

Provide comprehensive pastoral ministry, including opportunities for worship, religious rites, pastoral visits, spiritual counseling, and religious education.

Receiver Will:

Coordinate chaplain activities and support requirements and comply with supplier's directives and policies.

CIVILIAN PERSONNEL SERVICES: (CIV PERS)

Includes recruitment, classification, staffing, pay administration, personnel management, employee relations, awards, equal opportunity programs, and career development.

Supplier Will:

Provide full civilian personnel administration services for all functions related to classification, data management, affirmative employment, employee management relations, labor relations, employee career development and training and resource management in accordance with all governing laws, rules, and regulations.

Provide formal and informal EEO counseling to civilian personnel.

Receiver Will:

Advise supplier of civilian personnel requirements and services and submit necessary forms and paperwork normally associated with requesting such services.

Coordinate with civilian personnel to schedule EEO counseling as required.

CLUBS: (CLUBS)

Includes officer, noncommissioned officer, enlisted, all hands, community and other recreational clubs.

Supplier Will:

Provide access to officer, enlisted, consolidated, community and other membership clubs. Also includes golf courses, bowling centers, and related services.

Receiver Will:

Assigned personnel will pay any required dues at the prevailing rate as established by the supplier base.

Fund all official functions held in category C activities authorized appropriated fund support.

Comply with supplier's directives, policies, and rules.

COMMUNICATION SERVICES: (COMM)

Includes dedicated communications services and telephone equipment. May also include leasing of communication equipment, lines, and special communication-electronics equipment services.

Supplier Will:

Provide and maintain all common user/administrative telephone service with access to the local calling area and DSN when requested and justified.

Provide and maintain unconditioned on-base circuits.

Process orders for tariffed circuits to local off-base locations.

Provide communications engineering support for DSN, FTS, etc.

Receiver Will:

Identify requirements and comply with supplier's directives and policies to include appointment of a primary and alternate Telephone Control Officer (TCO). The TCOs will provide the Supplier with an annual certification/ inventory that all installed telephone equipment has been physically inventoried to include the type of set (i.e. single line, multi-line, or STU-III) with the five-digit telephone number assigned to each set.

Program, budget, and fund for the following:

- All official toll and directory assistance charges.
- Specialized/unique communications (i.e. Multi-line phones, Voice Mail, Business Lines, and tariffed circuits).
- Reimburse host for all documentation record keeping.

Provide operational concept, in sufficient detail, to allow development of a satisfactory engineering design solution by the supplier.

Provide documentation to the supplier detailing interface equipment of all specialized/unique communications systems operated/maintained by the receiver.

Comply with supplier's directives and policies.

COMMAND SUPPORT: (COMMAND SP)

Includes oversight and management provided by the installation commander and the element office staff.

Supplier Will:

Command - Command supplier personnel who support the receiver unit. Coordinate with the receiver commander on all matters that affect the receiver.

Protocol - Provide receiver units with protocol guidance, as related to Air Force and PACAF, regulations, directives, and policies.

Manpower:

- Base Manpower Data System - Provide Unit Manpower Documents, Authorization Change Notifications, Unit Authorization Data File Retrievals, and data familiarization training.
- Wartime and Mobilization - Provide wartime manpower data on the Contingency Operations/ Mobility Planning and Execution System (COMPES).
- Quality Program - Provide support in the implementation of Quality Air Force.

Receiver Will:

Command - Command receiver personnel. Coordinate with the supplier in carrying out the receiver mission. Receiver units must not take any action that adversely effects the inherent overall authority and responsibility of the supplier or the Air Force image at a base, particularly in such areas as general military discipline, conduct and appearance. The receiver observes pertinent publications issued by the supplier to support the command responsibilities mentioned above.

Protocol - Provide protocol guidance on receiver unit matters, in coordination with supplier as related to Air Force and MAJCOM regulations, directives, and policies.

Manpower - Comply with supplier's directives and policies.

COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE AND REPAIR: (COMMUN INF)

Includes construction, alteration, operation, maintenance, and repair of common use infrastructure (e.g., roads, grounds, surface areas, structures, real property and installed equipment). Also includes common benefit signs, energy consumption, snow removal, street cleaning, and installation beautification projects.

Supplier Will:

Furnish and provide for the operation, maintenance, repair and minor construction or alteration of common use infrastructure, roads, grounds (to include parks and athletic fields), surfaced areas, structures, real property, and installed equipment. Includes common benefit signs, energy consumption, and beautification projects. Perform normal exterior grounds maintenance services such as grass mowing, edging, trimming, fertilizing, weed control, tree and shrub pruning, repairing damaged areas, irrigation and irrigation system maintenance and landscaping at Misawa AB. Provide for ice and snow removal from parking lot, roadway and other common use areas.

Receiver Will:

The building manager is responsible for ground maintenance, to include snow and ice removal from sidewalks and steps, 150' from Receiver's facility or half-way between facilities, whichever is closer.

COMMUNITY SERVICES: (COMMUN SVC)

Includes family support center activities, child development services, dependent youth activities, theaters, and thrift shops .

Supplier Will:

Family Support Center Activities: Provide services and support as outlined in applicable directives, to include: Personal Financial Management Program (PFMP); Air Force Aid Society (AFAS); Employment Assistance Program (EAP); Volunteer Resource Program (VRP); Relocation Assistance Program (RAP); Family Life Education; Transition Assistance Management Program (TAMP); Information and Referral Counseling and Follow-Up, Leadership Consultation, Readiness, and Outreach.

Child Development and Care Programs: Provide dependent child care support on a space available basis to military and government civilian personnel stationed at Misawa AB IAW all DoD and Air Force operating procedures for Air Force Child Development Centers. Fee structure for services will conform to DoD directives.

Youth Services: Provide programs designed for youth activities. Programs are to promote learning, peer interaction and/or physical fitness. Fee structures are published for each activity.

Hobby Shops and Craft Centers: Provide access to and use of Auto Skills Center programs, facilities and equipment.

Receiver Will:

Family Support Center Activities: Advocate use of services available through the Family Support Center at appropriate commander's calls and staff meetings. Advise unit personnel of support services available and actions needed to schedule appointments and seminars. Appoint individual to assist Family Support Center in providing Personal Financial Management to assigned unit personnel and make available for required training. Comply with requirements contained in current directives to schedule/refer unit personnel. Ensure unit personnel attend scheduled counseling sessions and seminars.

Child Development and Care Programs: Identify requirements and comply with supplier's fees, directives and policies.

Youth Services: Comply with supplier's fees, directives and policies.

Hobby Shops and Care Centers: Comply with supplier's policies and directives.

CUSTODIAL SERVICES: (CUSTODIAL)

Includes janitorial and cleaning services for customer occupied or used facilities and areas.

Supplier Will:

Provide custodial services to those facilities occupied by their receiver equivalent to the same standards provided to host organizations. Custodial services are provided for latrines, office areas, and common use areas only. User unique areas or tasks requiring special level of effort and shop work areas are not included.

Receiver Will:

Identify areas to be cleaned on a single line drawing (or AUTOCAD disc). Reimburse Supplier for cost of inspection and janitorial services.

DISASTER PREPAREDNESS: (DISASTER)

Includes operation of disaster preparedness program and related services, equipment and facility support for emergencies and wartime operations.

Supplier Will:

Provide for the operation of disaster preparedness programs and related services, equipment, and facility support for peacetime and emergency wartime operations. Provide Disaster Control Group response as determined by the On-Scene Commander. Train receiver's personnel on chemical warfare defense training (CWDT), camouflage, concealment, and deception (CCD) training, contamination control area (CCA) training, and other specialized team training as required.

Receiver Will:

(1) Comply with supplier's directives regarding receiver unit responsibilities. Assign one person as the receiver's disaster preparedness representative and provide personnel for other specialized teams as directed by the 35 FW Disaster Preparedness Operations Plan. Make personnel available for training. Participate in 35 FW exercises. Budget and identify organizational disaster preparedness equipment requirements.

EDUCATION SERVICES: (EDUCATION)

Includes instruction, counseling, and testing.

Supplier Will:

Provide assistance to personnel in selecting, planning, preparing and coordinating programs, courses, curricula and instructions for off-duty education. Provide academic and technical or occupational educational opportunities to all military personnel assigned to or supported by the installation. Provide orientation and guidance to the receiver's education services officer and to adult dependents of military and DoD civilian personnel. Provide individual tuition assistance as authorized.

Receiver Will:

Comply with supplier's directives.

ENTOMOLOGY SERVICES: (ENTOMOLOGY)

Includes abatement and control measures directed against insects, rodents, weeds, fungi, and other animals or plants that are determined to be undesirable in buildings, equipment, supplies, and on grounds.

Supplier Will:

Provide abatement and control measures against insects, rodents, weeds, fungi, and animals or plants that are determined to be undesirable in facilities.

Receiver Will:

Make requirements known and comply with Supplier's policies and procedures. Reimburse Supplier for entomology services.

ENVIRONMENTAL CLEANUP: (ENVIR CLEA)

Includes collection, cleanup, transportation, and disposal of hazardous material.

Supplier Will:

Provide emergency response and necessary follow-up for pollution incidents beyond receiver capabilities.

Receiver Will:

Clean up incidents within Receiver capabilities. Report incidents beyond Receiver's capabilities to the proper agency immediately as set forth in the Supplier's spill response plan. Reimburse Supplier for services received.

ENVIRONMENTAL COMPLIANCE: (ENVIR COMP)

Includes recycling and resource recovery programs, pollution prevention, environmental compliance, and programs aimed at management and control of hazardous materials—does not include clean-up and disposal of hazardous materials/waste.

Supplier Will:

Provide support to ensure Receiver complies with all Air Force directives and policies; Federal and local environmental laws, regulations and standards; and executive orders dealing with environmental and natural resource protection and quality.

Provide training and guidance to personnel on Hazardous Waste Accumulation Point procedures, provide funds for Hazardous waste disposal.

Provide sampling support to identify unknown substances (sampling).

Conduct annual audits in accordance with the Environmental Compliance Assessment Management Program (ECAMP) and monthly inspections of accumulation points.

Provide recycling of POL materials that meet the criteria set forth in the Final Governing Standards (FGS) for Used Oil for Energy Recovery. Only solvent that can be recycled is PD680. All other solvent waste must be managed as Hazardous Waste.

Complete the Environmental Impact Analysis Process (EIAP) in accordance with the National Environmental Policy Act (NEPA), governing host regulations, wing policy and other DoD regulations. Any action a federal agency may take that has potential environmental impact must be analyzed before the decision is made to take such action. The proponent of such an action must initiate the EIAP. This is usually done by the proponent completing Section I of AF Form 813. 35 CES/CEV manages the process and evaluates and completes the AF Form 813 with the assistance of the Environmental Planning Function (EPF). Obtain technical data to support the EIAP and prepare the preliminary environmental survey and prepare or oversee the preparation of environmental documents. The proponent of the action is responsible for funding the surveys required to provide for the baseline data information.

Monitor refrigerants usage and inspect equipment for leakage. Ensure acceptable substitute refrigerants are used as they become available.

Include Receiver as a member of the Installation Environmental Protection Committee (EPC).

Receiver Will:

Provide personnel, materials and equipment needed (i.e., drums, labels, over-packs, etc.) to handle, store, label and transport hazardous material/waste.

Appoint a primary and alternate to manage hazardous material/waste in accordance with FGS and the most current Hazardous Waste Management Plan.

Manage any POL materials that do not meet the criteria in the FGS for energy recovery as a hazardous waste. Participate in Base Resource recovery and Recycling Program.

Assist in environmental audits and inspections as needed.

Initiate AF Form 813's and assist with the development of environmental studies and reviews when deemed necessary to support the Receiver's proposed actions. Provide support to the Environmental Impact Analysis Process when required.

Comply with Air Force standards for elimination of ozone Depleting Substances (ODS).

Designate to the Supplier a representative to serve on the installation EPC.

Make requirements for training known to the Supplier.

EXPLOSIVE ORDNANCE SUPPORT: (EOD)

Includes services and facilities for explosive ordnance storage, disposal and training.

Supplier Will:

Provide all support necessary to mitigate and/or eliminate hazards from explosive devices or munitions.

Receiver Will:

Comply with all directives of the Supplier.

EQUIPMENT MAINTENANCE, REPAIR AND CALIBRATION: (EQUIP MAIN)

Includes maintenance, repair, and calibration of industrial equipment, construction equipment, laboratory equipment, office equipment, and other non-tactical equipment—does not include vehicles.

Supplier Will:

Provide, within in-house capability, maintenance of government owned office machines such as adding machines, typewriters, reproduction equipment and calculators.

Receiver Will:

Advise Supplier of current and anticipated Receiver requirements. Provide Supplier with current or updated list of items for which services are needed. Request repairs in compliance with Supplier policies and guidance. Identify authorized representative by letter.

FACILITY CONSTRUCTION AND MAJOR REPAIR: (FACIL CONS)

Includes minor construction, alterations, and major repairs required to modernize, replace, expand or restore real property. Also, includes related planning and design.

Supplier Will:

Use existing facilities effectively and economically to meet real property requirements of all activities on an equitable basis.

Advise the receiver that new facility requirements will be satisfied by:

- Re-assigning existing facility usage, or
- Including receiver facility deficiencies in military construction programs.

Maintain real property accountability and submit reports for receiver funded construction, improvements, or modifications that, on completion, are located on the supplier base.

Provide planning, programming, design, and construction management for maintenance, repair and minor construction of receiver facilities and equipment. Budget and fund for all maintenance and repair projects, including minor construction projects costing less than \$2,000.

Receiver Will:

Inform the Supplier of Receiver's space requirements by submitting, in writing, to the Civil Engineer Squadron's Real Estate Management Office, 35 CES/CERR. Include all data necessary to justify the requirement and to support a modification or new construction project if not within the capability of the Receiver.

Assist supplier, as required, in assembling data to maintain real property accountability and submit real property reports according to supplier-receiver command instructions.

Participate in the yearly commanders' facility assessment program, identifying facility needs in categories Level I, (unsatisfactory); Level II, (degraded); and Level III, (satisfactory).

Make requirements known through the submittal of AF Form 332, Base Civil Engineer Work Request. Coordinate with supplier on development of requirements into project programming and design documents. Budget and fund costs of minor construction projects costing \$2,000 or more.

Provide design review. Coordinate on all AF Forms 103, Base Civil Engineering Work Clearance Request, regarding Receiver's projects through Civil Engineer Squadron's Engineering Flight, 35 CES/CEC, personnel and notify contractor when AF Form 103 is approved by 35 CES/CEC.

FACILITY MAINTENANCE AND MINOR REPAIR: (FACIL REPA)

Includes routine and cyclical preventive maintenance and minor repairs required to preserve or restore real property so it may be used for its designated purpose.

Supplier Will:

Support facilities and systems occupied by receiver units by performing maintenance, repair, and minor construction including pest management. Inspect real estate facilities and equipment according to current directives.

Process an AF Form 332, BCE Work Request, for each action and identification of reimbursable elements.

Receiver Will:

Not alter or modify a real estate facility or structure, or remove or relocate real property installed equipment without approval of supplier. An AF Form 332 must be processed for all proposed alterations, modifications, removals or relocation of real property or real property installed equipment.

Send AF Form 332 to supplier through the building manager for action after the receiver commander or a designated representative validates it.

Reimburse Supplier for services received

FINANCE & ACCOUNTING: (FINANCE)

Includes expense, reimbursement, working fund, payroll and leave accounting provided by Defense Finance & Accounting Service. Also includes disbursing, voucher and invoice examination, financial reporting, and the development of accounting systems, supplying off-base utilities receipts and refunding host wing for all interest penalty payments caused by receiver's unit.

Supplier will:

Provide accounting and finance services according to governing regulations.

Members collocated at an installation with a Supplier command accounting and finance office (AFO) are serviced by the collocated AFO, regardless of command affiliation.

Members assigned to a unit geographically separated from any AFO must be serviced by the AFO nearest to the duty location of the member. In addition, where feasible, responsibility should be aligned so that the member receives both personnel and military pay or travel (A&F) support from the same installation.

Receiver will:

Provide the Supplier with required accounting and finance information, and documents that are generated by the Receiver concerning its own operation.

Notify supplier of any increase in required support.

FIRE PROTECTION: (FIRE)

Includes all normal services related to fire protection and fighting operations, alert service, and rescue operations. Also, includes inspections for fire hazards, servicing of portable extinguisher, and related training programs.

Supplier Will:

Perform fire protection, prevention and suppression services as required. Conduct fire prevention inspections of all assigned facilities at least annually, and as required. Accomplish fire safety education and training as required by applicable directives. Re-service and maintain fire extinguishers as required.

Receiver Will:

Comply with base fire regulations, Air Force and DoD directives, and National Fire Protection Association Standards. Create and manage the fire prevention program for all employees within the guidance set by fire protection personnel. Notify the fire department of the location of all facility Material Safety Data Sheets (MSDS) and of all hazardous materials stored in the facilities so that pre-fire plans may be annotated. Purchase all required fire extinguishers. Reimburse Supplier for services received.

FOOD SERVICES: (FOOD)

Includes preparation and service of food to authorized personnel, and related dining facilities' operations.

Supplier Will:

Provide access to existing base dining facilities to authorized receiver personnel. Includes provisioning, preparing, and serving of food, and the operation of the dining facilities.

Receiver Will:

Inform supplier of projected requirements. Identify number of personnel authorized to use dining facilities.

HEALTH SERVICES: (HEALTH)

Includes administration of health care program, inpatient and outpatient medical and dental treatment, and other related medical support and professional services.

Supplier Will:

Furnish or arrange for medical support to all authorized receiver personnel. Includes outpatient testing, treatment, rehabilitation, and associated professional services and medical support.

On a space available basis will provide required examinations for special duty, flight, periodic, commissioning, retirement, and separations.

Include receiver's personnel in the supplier immunization program as directed by DoD and MAJCOM.

Maintain records of health services provided to receiver activity personnel and assist in preparing required reports.

Provide medical and dental services to authorized personnel in accordance with applicable directives.

Provide services, assistance, or training to personnel on matters pertaining to drug and alcohol abuse on and off the installation.

Receiver Will:

Advise supplier of medical support requirements, including flight medicine and Bioenvironmental, and public health support. Augment the supplier with flight medicine personnel, if assigned.

Provide medical records and appropriate examination standards.

Comply with supplier activity directives.

Complete required receiver health reports with the assistance of the supplier.

Appropriate individuals will pay for treatment IAW applicable directives. Civilian employees must provide CA Form 16.

Submit required information to 35 MDG and support alcohol and drug abuse programs.

HOUSING AND LODGING SERVICES: (HSG & LODG)

Includes family, unmarried, and unaccompanied housing referral services. Also, includes operation of family housing, bachelor officer quarters, bachelor enlisted quarters, and transient accommodations.

Supplier Will:

Provide Military Family Housing support and off-base housing referral services.

Provide unaccompanied military personnel housing services.

Provide government owned house furnishings and appliances such as living/dining room, bedroom sets, ranges and refrigerators. Contracted civilians' support unit must have support specifically stated in contract, referenced in orders, and have copies available for housing files.

Provide or arrange for transient lodging within existing capabilities and consistent with the mission of the receiver.

Receiver Will:

Advise the Supplier of current and anticipated requirements. Ensure personnel comply with the provisions of governing regulations as it pertains to occupants' responsibilities in housing/lodging facilities.

Reimburse Supplier for furnishings support. Contracted civilians' supporting unit must have support specifically stated in contract, referenced in orders, and have copies available for Housing files.

LAUNDRY AND DRY CLEANING: (LAUNDRY)

Includes cleaning and storage of clothing and other items made of cloth.

Supplier Will:

Provide linen exchange to authorized personnel.

Receiver Will:

Comply with supplier's directives and policies.

LEGAL SERVICES: (LEGAL)

Includes the provision of advice and services on all legal matters pertaining to legal assistance, military justice, initial claims processing, property utilization, award and execution of procurement contracts (processed through 35 CONS), and personnel matters such as conflicts of interest, standards of conduct, and grievance hearings or reviews.

Supplier Will:

Provide legal services to include advice and services on all legal matters pertaining to legal assistance, military justice, initial claims processing, all phases of the procurement process, personnel matters such as conflicts of interest, standards of conduct, and grievance hearing/reviews to authorized personnel.

Receiver Will:

Make requirements known. Comply with supplier's directives and policies.

MAIL SERVICES: (MAIL POSTA)

Includes collecting/accepting, sorting, routing, and delivery of official mail on DoD installations and in DoD owned or leased facilities.

Supplier Will:

Provide personal mail boxes and services in accordance with postal directives.

Receiver Will:

Report to the Postal Service Center (PSC) for assignment of mail receptacles. Notify PSC of mail disposition due to TDY, leave, or hospitalization, and prior to departing PCS. Receiver administrative officer notifies PSC of any major changes in unit strength.

MILITARY PERSONNEL SERVICES: (MIL PERS)

Includes passport, forces stamp, social security, and other personal affairs services for military personnel. Also includes processing of identification cards, security clearances, testing of individuals, line of duty investigation reports, casualty assistance reporting, noncombatant evacuation operations, relocation assistance, and transition assistance.

Supplier Will:

Provide all Military Personnel Services in accordance with applicable directives.

Receiver Will:

Ensure that servicing MPF policy and personnel support are according to AFM 36-2622 or identify any required deviations when submitting support request to the supplier.

Ensure that AFM 36-2622 and related Air Force directives are followed, including base directives on administrative arrangements with MPF.

Comply with supplier's directives and regulations. Make requirements known to supplier. Provide for travel and per diem funding.

MORTUARY SERVICES: (MORTUARY)

Includes all logistical functions related to the recovery, identification, care, and disposition of deceased personnel. Includes CONUS port, and overseas mortuary services.

Supplier Will:

Provide for the performance of all functions incident to the recovery, identification, care and disposition of deceased personnel.

Receiver Will:

Comply with the supplier's directives and authorized regulations.

SERVICES FACILITIES AND PROGRAMS: (MWR)

Includes operation of recreational centers, gyms, fitness centers, parks, athletic fields, recreational and general reference libraries, hobby shops, craft centers, and related services.

Supplier Will:

Provide access and use of parks, recreational centers, fitness and sports centers, athletic fields, equipment in support of Health and Wellness programs, and related services.

Provide NAF funding support in the same manner as provided to supplier units.

Provide access to and use of recreational and general reference library services.

Fund and procure mission-essential office materials, for Air Force tenants only, in accordance with applicable directives.

Receiver Will:

Comply with supplier's directives.

OCCUPATIONAL AND INDUSTRIAL HEALTH SERVICES: (OCCUP HEAL)

Includes worker and work place health screening programs, and industrial hygiene surveillance of the occupational environment. Also, includes physical examinations and worker compensation evaluations.

Supplier Will:

Annually review occupational health hazards as identified and documented in case files. Make recommendations for occupational health examination based on documented exposures. The Aerospace Medicine Council will review and approve occupational health examination requirements.

Provide full Bioenvironmental Engineering support to the same extent provided to supplier activities to include:

- Routine industrial hygiene monitoring.
- Routine radiological health surveillance.
- Special surveys to assess potential workplace health hazards.
- Sampling and/or analysis support.

Make assessments concerning medical qualifications or disqualification for flying or special duty status.

Notify receiver whenever personnel on flying or special duty status are medically disqualified from duty (DNIF) or medically re-qualified (RTFS).

Track personnel who are medically disqualified from flying or special duty status (space operators) and obtain waivers as appropriate.

Receiver Will:

Provide Bioenvironmental Engineering supervision support and cooperate with 35th Medical Group personnel. Receiver supervisor will accompany 35th Medical Group personnel and allow access to all facilities. Correct deficiencies within receiver capabilities.

Identify suspected workplace health hazards to 35th Medical Group.

Assure that all personnel on flying or special duty status in-process through Flight Medicine before initiating training or being assigned to duty.

Assure that all personnel on flying or special duty status maintain current physical examinations.

Assure that all personnel on flying or special duty status obtain medical care in the Flight Medicine Clinic, whenever possible; or report to that clinic on the next duty day whenever medical care is obtained elsewhere.

SECURITY FORCES: (POLICE)

Includes maintaining law and order (e.g., enforcement of traffic laws, accident investigations), traffic management, vehicle decals, and parking pass services. Also, includes operation of confinement and detention facilities, and related services.

Supplier Will:

Respond when necessary to assist in protection of receiver resources on the installation. Response force will be dictated by manpower available at the discretion of the supplier.

Provide law enforcement and resource protection services according to current directives. Incorporate the receiver's resources in the installation security plan.

Provide vehicle registration and entry control credential services.

Provide guidance on confinement and detention of personnel. Coordinate personnel for confinement at the designated facility.

Receiver Will:

Comply with directives on law enforcement, resource protection, and prisoner handling matters.

Comply with Antiterrorism and Force Protection measures implemented by the installation commander.

PUBLIC AFFAIRS: (PUBL AFFAI)

Includes activities aimed toward responding directly or through news media to the general public's right and need to know how DoD activities accomplish assigned tasks and missions. Also includes distribution of public and community relations information.

Supplier Will:

Act as primary releasing authority for all information released to the public about the base and activities of units located on the installation, including information regarding accidents or incidents. Obtain appropriate receiver unit commander approval before releasing information not previously cleared to the public or conducting tours involving the receiver unit or programs.

Receiver Will:

Refer any questions from media to the supplier for action. Routinely advise supplier of unit activities to ensure appropriate advance planning for media, community relations, and internal information actions. Assist the supplier in working media, community, and internal information activities, as requested.

PURCHASING AND CONTRACTING: (PURCH/CONT)

Includes acquisition and contract administration services for procurement of property, equipment, services, construction, and supplies. Also includes services for renting and leasing.

Supplier Will:

Provide local contracting support, according to current directives to Receivers and installations logistically supported by the base.

Provide International Merchant Purchase Authorization Card (IMPAC) training to cardholders and approving officials designated by the Receiver's commander. Provide surveillance of Receiver's IMPAC program. Provide contracting support through appropriate Supplier activities (supply, civil engineer, base services officer, etc.).

When the Supplier support is responsible for contracting the services required, the Supplier contracting activity will provide technical review and guidance.

Provide maintenance and repair to include all parts and services for office machines. Repairs will be accomplished by IMPAC purchase, purchase order, by annual maintenance agreement or under the base maintenance contract.

Receiver Will:

Develop and send requirements through proper channels to contracting office according to current Supplier directives.

Prepare all written specifications and complies with Supplier's administrative requirements.

When the Supplier support function is not directly responsible for furnishing the Supplier and services required, Receiver is responsible for initiating, funding, and approving purchase requests (PRs) according to regulation using DD Form 448, Military Interdepartmental Purchase Request, according to DFARDS Subpart 8.7000 or other departmental form as mutually agreed in advance.

Appoint IMPAC Approving Officials and Cardholders within the receiving unit to purchase items within the current limitations of the IMPAC.

Prepare and send directly to the contracting officer, before the beginning of each fiscal year, a funded purchase outlining work specifications, quantities, location, and citations of funds for office machines to be repaired through the base contracting office. Items not covered under the base maintenance contract will be delivered by the unit as directed by the base contracting officer. Items to be repaired will be accompanied by a PR that includes the information specified above.

REFUSE COLLECTION AND DISPOSAL: (REFUSE)**Includes collection and disposal of trash and waste materials.***Supplier Will:*

Provide for the collection and disposal of trash as required. Provide recycling bins for office areas.

Receiver Will:

Comply with supplier's directives and regulations. Participate in base recycling program. Reimburse Supplier for cost of inspection and services received.

RESOURCE MANAGEMENT: (RESOURCE M)**Includes funds management, cost analysis services, and budget formulation, reporting, and execution. Receiver is included in financial liability investigation of property losses.***Supplier Will:*

Develop the receiver's support agreement funding annex.

Provide the following services:

- Assistance with the preparation and revision of inputs to the annual PACAF Financial Plan and Budget Execution reports (to include inputs for the 3080 appropriation, as applicable).

- Preparation and/or approval of requests for loading and reprogramming organizational funds.

Receiver Will:

Provide programming data and related information to enable determination of funding responsibilities. Promptly respond to requests for inputs to the financial plan, budget execution reports, etc.

Provide necessary liaison and coordination services, information, and reports as required by the supplier and parent commands.

Maintain source data as required by the supplier.

Provide adequate information for the development of the funding annex for support agreements.

SAFETY: (SAFETY)**Includes operation of safety programs, educational support, and promotional efforts.***Supplier Will:*

Provide safety consultation services, education and training support within funding and manning limitations, unit safety representative training, assistance in investigating and reporting mishaps, base real property inspections, and distribute safety data and safety education material consistent with and equivalent to that provided to other tenant units.

Receiver Will:

Make requirements known. Comply with supplier's directives.

SHUTTLE SERVICES: (SHUTTLES)

Includes base mass transit and/or base shuttle bus service common to all units.

Supplier Will:

Furnish, account for, operate and maintain a base mass transit or shuttle bus service operating within the confines of Misawa AB.

Receiver Will:

Pass required service hours and recommended stop locations to supplier. Ensure unit personnel and family members utilizing the service comply with rules of operation and other procedures established by the supplier.

SOCIAL ACTIONS: (SOCIAL ACT)

Includes civilian and military personnel assistance and training pertaining to human relations.

Supplier Will:

Provide services, assistance, or training to personnel on matters pertaining to equal opportunity, and human relations on and off the installation.

Receiver Will:

Furnish necessary reports and comply with appropriate directives.

SUGGESTION PROGRAM: (SUGGEST)

Includes assistance as necessary and complies with host directive and budgets for cash awards.

Supplier Will:

Coordinate and track submitted suggestions, publicize suggestion program, provide suggestion and evaluation technical assistance, provide suggestion report data, and provide suggestion program evaluation and awards training.

Receiver Will:

Comply with supplier's directives and policies.

SUPPLY SERVICES: (SUPPLY)

Includes the provision of any common, generally expendable, non-technical commodity, material, or equipment (e.g, administrative office and housekeeping supplies, duplicating paper, common hardware, plumbing and electrical supplies, building materials, paint and tools.

Supplier Will:

Perform fuel functions.

Maintain close liaison with receiver activities to provide technical assistance and guidance on supply matters.

Advise and assist commanders and managers in interpreting and using data produced by the Standard Base Supply System for management and budget purposes.

Provide supply customer training.

Manage spare parts, supplies, or components.

Issue tools, office and janitorial supplies from the base automated service store (BASS) to the individuals appointed by the receiver commander.

Issue authorized expendable and non-expendable items from the individual equipment element to the individuals appointed by the receiver commander.

Issue equipment authorization inventory data (EAID) and equipment management code (EMC) 1 equipment to the primary or alternate custodian appointed by receiver commander.

Provide copies of Custodian Authorization/Custody Receipt Listing (CA/CRL) to the primary equipment custodian for controlling the equipment account.

Receiver Will:

Comply with supplier's directives.

Provide the supplier with supply and equipment requirements. Periodically review requirements for validity, appropriate urgency of need, and required delivery date.

Provide supplier with fuel requirements.

Work closely with supplier to resolve any supply related problems.

Ensure personnel attend supply customer training classes.

Appoint individuals to receipt for all tools, office and janitorial supplies from the BASS. Prepare letters to the Chief of Supply.

Provide the individual equipment element with individual equipment and clothing needs. Prepare letters of requirements or letters requesting individual equipment items from the Chief of Supply.

Appoint a primary and alternate equipment custodian for each equipment account assigned.

Enforce supply discipline in priority requisitioning.

Exercise proper supply discipline for the care, use, and safeguarding of public property.

TECHNICAL AND LEGAL LIBRARIES: (TECH LIBRA)

Includes technical and legal libraries, and services that provide limited reference information for official purposes.

Supplier Will:

Provide access to legal libraries and services that provide limited reference information for specific purposes.

Receiver Will:

Advise supplier of requirements and projected use.

TRANSPORTATION SERVICES: (TRANSPORT)

Includes transportation services related to commercial and government-owned transportation of personnel, personal property, and material. Also includes shipment planning, packing and preservation, port clearance, scheduling, processing of transportation documents, and related transportation services.

Supplier Will:

Provide transportation services to include: shipment of personal property, government cargo, official travel, shipment planning, packaging and preservation of cargo for shipment, port clearance, processing of transportation documents, scheduling of commercial and government-owned transportation services, and other services common to the Traffic Management Flight as outlined in the Joint Federal Travel Regulation (JFTR), Air Force Policy Directives, Air Force Instructions, Air Force Manuals and DoD Regulations/Instructions. For services/supplies not funded under direct fund cite the supplier will bill the receiver for materials and fees. Bills are to be submitted by the Squadron Resource Advisor on a monthly basis.

Provide base mobility and reception services to include: planning and executing deployments and reception of forces, training unit personnel on cargo preparation and shipping, passenger processing and other transportation systems essential for wartime sustainment.

Receiver Will:

Comply with supplier's directives, instructions. Make requirements known monthly via estimated volume of activity in each category. Provide fund citation for shipment of personal property, official travel cargo. Provide reimbursement for packaging and preservation services, port handling fees, and other miscellaneous transportation costs. Provide prompt reimbursement of services/supplies billed each month.

Request training quotas for unit personnel ensuring minimum capability for execution of the wartime deployment, reception and sustainment operations. Provide inputs on unit unique cargo and personnel deployment requirements for analysis and integration into local plans, operating procedures and programs. Arrange for timely delivery of cargo and personnel to the deployment work centers IAW schedule of events and battle staff directives. Arrange for timely pickup and movement of cargo or personnel from the installation reception center/freight yards.

UTILITIES: (UTILITIES)

Includes water, sewage, electricity, natural gas, and fuel oil services. Also, Includes central generation and distribution of steam, chilled water, and compressed air.

Supplier Will:

Provide for the procurement and distribution of utilities to include: electrical power, water, sewage, and gas.

Develop and implement energy consumption and conservation programs. Prepare utility sales agreements.

Receiver Will:

Reimburse Supplier for cost of utilities and comply with Supplier's directives and regulations and participate in Supplier's programs (such as energy conservation).

VEHICLE SUPPORT: (VEHICLE SP)

Includes maintenance and repair of customer vehicles, and supply, maintenance and repair of vehicles provided for a customer's use. Also, includes, vehicle operations service such as U-Drive-It (UDI) vehicles (loaner vehicles), Military Taxi service, Aircrew Transportation, Passenger and Cargo Support, Wrecker/Recovery service, Distinguished Visitor Transportation, Vehicle Control, and Military Vehicle Licensing.

Supplier Will:

Provide maintenance support for general and special purpose motor vehicles assigned or provided by the supplier for the receiver's use. Note: If the vehicle is not already assigned in the on-line Vehicle Interactive Management System (OLVIMS) it may require a Limited Technical Inspection (LTI) for acceptance into the fleet. The supplier has the right to deny a vehicle from being accepted for reasons of poor condition, and/or maintenance support capability.

Provide maintenance support for miscellaneous or non-registered vehicles and unit owned equipment which exceeds unit price of \$10,000. Vehicles and/or equipment will be assigned local control numbers to facilitate management in the OLVIMS system.

Assist the receiver with maintenance of miscellaneous or non-registered vehicles and unit owned equipment which has a unit price below \$10,000.

Has the option to provide maintenance of certain bits, pieces, or attachments to either registered or non-registered vehicles or unit owned equipment.

Provide receiver vehicle control through the use of OLVIMS, Registered Equipment Management System (REMS), Automated Fleet Information System (AFIS). Support to be provided is outlined in Air Force Policy Directives, Air Force Instructions, Air Force Manuals, DoD Regulations, Command Supplements and policy memorandums/instructions and local issued instruction, handbooks and procedural instructions.

Administer General Services Administration (GSA) or other vehicle rental/lease contract.

Provide military vehicle licensing IAW Air Force Instructions and Manuals.

Provide vehicle services as defined below:

U-Drive-It (UDI) Vehicles: Vehicle Operations has loaner vehicles for use as loaner vehicle with an organization(s). Normally these vehicles can only be provided for around 72 hours or less. Vehicles provided range from sedans to passenger van carrying 12 passengers or less and pickup trucks to cargo trucks with capacity up to 1.5 tons. Request for UDI vehicles should be made on the 35 FW Form 44.

Airport Transportation: Vehicle Operations provides transportation to and from Misawa AB Air Mobility Command (AMC) Terminal and/or Misawa City Air Passenger Terminal. This service can only provide this service for incoming or outgoing TDY/TAD and incoming PCS personnel.

Military Taxi Service: Taxi service is available for official business only. This service is provided for point-to-point service within 10 minutes of your request; 24 hours a day, 7 days a week. Requests for this service are made via telephone or pre-arranged by submitting an 35 FW Form 44.

Group Transportation: Support for transportation of groups of seven or more to any location within the Misawa, Hachinohe, and Aomori locales. Requests for service are made on the 35 FW Form 44.

DV Transportation: Support for DVs (0-6/Civilian Equivalent or above) visiting. Vehicle Operations provides chauffeur driven vehicle support or loaner sedans to meet your needs. Also a DV bus to support larger groups. Requests for service are made on the 35 FW Form 44.

Cargo Movement Operations: Vehicle Operations can move cargo that exceeds 1.5 ton capacity to anywhere inside the island of Japan. Arrange this support, process your cargo through Traffic Management Flight, Cargo Movements Element.

Vehicle Rental Support: Rental car for daily or TDY team(s). Fleet Management will obtain and deliver rental vehicles to receiver. TDY teams, must provide a copy of the TDY orders. USAF units need to submit an AF Form 616, Transfer of Funds and other departments must submit a DoD Form 448, Military Interdepartmental Purchase Request (MIPR). At least 48 hours notice is required to source, obtain, clean-up, and deliver the vehicle. Requests for service are made on the 35 FW Form 44.

Aircrew Support: Around-the-clock aircrew transport for both assigned and transient aircrews. Aircrews are provided dedicated transportation to any on-base location. Off-base transportation must be to a restaurant, not a bar or other location. Requests for service are made via telephone or pre-arranged by submitting a 35 FW Form 44.

Off-Base Fuel Cards: Off-base credit cards are available for loan. Card may be used for on island TDYs and/or rental cars. Card may be used to purchase fuel, oil, and other emergency repairs. Requests for service are made on the 35 FW Form 44.

Deployment Cargo and Passenger Transportation: During deployment operations, cargo and passengers transportation is arranged through the Mobility Vehicle Operations function of the Transportation Control Unit (TCU). Unit Deployment Managers arrange for transport at ext. 226-5407.

Vehicle Care Center: Vehicle Operations provides around-the-clock vehicle care facilities.

Receiver Will:

Comply with Supplier directives.

ATTACHMENT THREE
SUMMARY OF REIMBURSEMENTS
(U.S. Fleet and Industrial Supply Center)

Category/Description	Current Reimbursement
M01 Aircraft Maintenance	0
M02 Administrative Services	0
M03 Automated Data Processing and Automation Services	0
M04 Aerial Port Operations	0
M05 Aerial Photography	0
M06 Airfield Base Operations	0
M07 Ammunition	0
M08 Audio and Visual Information Services	0
M09 Avionics Maintenance	0
M10 Base Plans	0
M11 Chapel and Chaplain Services	0
M12 Civilian Personnel Services	0
M13 Clothing and Textile	0
M14 Clubs	0
M15 Consolidated Command Post	0
M16 Communication Services	0
M17 Command Support	0
M18 Common Use Facility Construction, Operations, Maintenance, and Repair	0
M19 Community Relations	0
M20 Community Services	0
M21 Custodial Services	0
M22 Disaster Preparedness	0
M23 Duplication Services	0
M24 Education Services	0
M25 Electrical Equipment and Components	0
M26 Entomology Services	0
M27 Environmental Cleanup	0
M28 Environmental Compliance	0
M29 Explosive Ordnance Support	0
M30 Equipment Maintenance, Repair, and Calibration	0
M31 Facility Construction and Major Repair	0
M32 Facility Maintenance and Minor Repair	0
M33 Financial Services	0
M34 Finance and Accounting	0
M35 Fire Protection	0
M36 Flight Operations	0
M37 Records and Forms Flight Management	0
M38 Food Service	0
M39 Geodetic Support	0
M40 Health Services	0
M41 Housing and Lodging Services	0
M42 Intelligence Collection	0
M43 Laundry and Dry Cleaning	0
M44 Legal Services	0
M45 Life Support Equipment	0
M46 Logistics Air Support	0
M47 Mail Transportation Overseas	0
M48 Mail Service	0
M49 Mail Postage Service	0

M50 Maintenance Control	0
M51 Military Personnel Support	0
M52 Missile Equipment and Components	0
M53 Missiles	0
M54 Mobilization Support	0
M55 Mortuary Services	0
M56 Museums	0
M57 Morale, Welfare, and Recreation (MWR) Activities	0
M58 Occupational and Industrial Health Service	0
M59 Precision Measurement Equipment Laboratory	0
M60 Police Services	0
M61 Printing Services	0
M62 Public Affairs	0
M63 Purchasing and Contracting Services	0
M64 Quality Assurance	0
M65 Refuse Collection and Disposal	0
M66 Resource Management	0
M67 Retired Affairs	0
M68 Safety	0
M69 Search and Rescue	0
M70 Security Services	0
M71 Ships and Vessels	0
M72 Shuttle Services	0
M73 Social Actions	0
M74 Storage and Warehousing	0
M75 Suggestion Program	0
M76 Supply Services	0
M77 Survival Equipment Maintenance	0
M78 Synthetic Trainer	0
M79 Technical and Legal Libraries	0
M80 Test and Evaluation	0
M81 Training Service	0
M82 Transportation Services	0
M83 Utilities	0
M84 Vehicle Support	0
M85 Weather Services	0
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Total Reimbursements	0

ATTACHMENT THREE
FY 97 CATEGORY REIMBURSEMENT
(U.S. Fleet and Industrial Supply Center)

M101	AIRCRAFT MAINTENANCE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M101	\$0
M102	ADMINISTRATIVE SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M102	\$0
M103	AUTOMATED DATA PROCESSING/ AUTOMATION SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M103	\$0
M104	AERIAL PORT OPERATIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M104	\$0
M105	AERIAL PHOTOGRAPHY	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M105	\$0
M106	AIRFIELD BASE OPERATIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M106	\$0
M107	AMMUNITION	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M107	\$0
M108	AUDIO-VISUAL INFORMATION SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M108	\$0
M109	AVIONICS MAINTENANCE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M109	\$0
M110	BASE PLANS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M110	\$0
M111	CHAPEL AND CHAPLAIN SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M111	\$0
M112	CIVILIAN PERSONNEL SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M112	\$0
M113	CLOTHING AND TEXTILE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M113	\$0
M114	CLUBS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M114	\$0
M115	CONSOLIDATED COMMAND POST	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M115	\$0
M116	COMMUNICATION SERVICES	Reimbursable for Official Toll Calls Based on FY 96 Obligations	TOTAL CATEGORY M116	\$0
M117	COMMAND SUPPORT	Family Support Center Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Child Care Centers Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Youth Centers Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Arts & Crafts Center Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Auto Craft Center Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Sports Activities Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		TOTAL CATEGORY M117		\$0
M118	COMMON USE FACILITY CONSTRUCTION, OPERATIONS, MAINTENANCE, AND REPAIR	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M118	\$0
M119	COMMUNITY RELATIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M119	\$0
M120	COMMUNITY SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M120	\$0
M121	CUSTODIAL SERVICES	(Pick-Ups per Yr*Cost per Pick-Up) + (Cu Yds*Cost per Cu Yd) * User Factor / Yen Rate (0 X 1460) + (0 X 1365 / 1125.31) = Sub-element Reimbursement		\$0
		Snow Removal (Sq Yards*Cost per SYS)=Monthly Cost*5 Months (0 X 158.35 X 5) Sub-element Reimbursement		\$0
		Carpet Shampoo (Sq Footage*Cost per SF)=Monthly Cost*12 Months (0 X 75.385 X 12) Sub-element Reimbursement		\$0
		TOTAL CATEGORY M121		\$0

M152	MISSILE EQUIPMENT AND COMPONENTS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M152	\$0
M153	MISSILES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M153	\$0
M154	MOBILIZATION SUPPORT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M154	\$0
M155	MORTUARY SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M155	\$0
M156	MUSEUMS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M156	\$0
M157	MORALE, WELFARE, AND RECREATION (MWR) ACTIVITIES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M157	\$0
M158	OCCUPATIONAL AND INDUSTRIAL HEALTH SERVICE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M158	\$0
M159	PRECISION MEASUREMENT EQUIPMENT LABORATORY	PRECISION MEASURING EQUIPMENT (PMEL) CALIBRATION (Based on FY 96 Obs + 1% Increase for Inflation) + Any Additional Cost Identified by User (\$0.00 + 1% + \$0.00 = Sub-element Reimbursement \$0	TOTAL CATEGORY M159	\$0
M160	POLICE SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M160	\$0
M161	PRINTING SERVICES	Not Reimbursable for the 35th Fighter Wing. (Switched to Defense Automated Printing Service)	TOTAL CATEGORY M161	\$0
M162	PUBLIC AFFAIRS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M162	\$0
M163	PURCHASING and CONTRACTING SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M163	\$0
M164	QUALITY ASSURANCE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M164	\$0
M165	REFUSE COLLECTION and DISPOSAL	(Pick-Ups per Yr*Cost per Pick-Up) + (Cu Yds*Cost per Cu Yd) * User Factor / Yen Rate (0 X \$460) + 0.069 / \$125.31 (0 X \$365) = 6.9% / \$0 Sub-element Reimbursement \$0	TOTAL CATEGORY M165	\$0
M166	RESOURCE MANAGEMENT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M166	\$0
M167	RETIRED AFFAIRS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M167	\$0
M168	SAFETY	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M168	\$0
M169	SEARCH AND RESCUE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M169	\$0
M170	SECURITY SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M170	\$0
M171	SHIPS AND VESSELS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M171	\$0
M172	SHUTTLE SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M172	\$0
M173	SOCIAL ACTIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M173	\$0
M174	STORAGE OPERATIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M174	\$0
M175	SUGGESTION PROGRAM	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M175	\$0
M176	SUPPLY SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M176	\$0
M177	SURVIVAL EQUIPMENT MAINTENANCE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M177	\$0
M178	SYNTHETIC TRAINER	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M178	\$0
M179	TECHNICAL AND LEGAL LIBRARIES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M179	\$0
M180	TEST AND EVALUATION	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M180	\$0
M181	TRAINING SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M181	\$0
M182	TRANSPORTATION SERVICES	Based on FY 96 Obligations	TOTAL CATEGORY M182	\$0

M22	DISASTER PREPAREDNESS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M22	\$0
M23	DUPLICATION SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M23	\$0
M24	EDUCATION SERVICES	Education Office Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		NCO Leadership School Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
			TOTAL CATEGORY M24	\$0
M25	ELECTRICAL EQUIPMENT AND COMPONENT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M25	\$0
M26	ENTOMOLOGY SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M26	\$0
M27	ENVIRONMENTAL CLEANUP	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M27	\$0
M28	ENVIRONMENTAL COMPLIANCE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M28	\$0
M29	EXPLOSIVE ORDNANCE SUPPORT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M29	\$0
M30	EQUIPMENT OPERATION, MAINTENANCE, REPAIR, AND CALIBRATION	(Based on FY 96 Obs + 20% Increase) + Any Additional Cost Identified by User 20% = 5% Inflation, 5% Yen Fluctuation, and 10% Vehicle Aging (\$0.00 + 20% + \$0.00 =	TOTAL CATEGORY M30	\$0
M31	FACILITIES CONSTRUCTION AND MAJOR REPAIR	Actual Cost of Services.	TOTAL CATEGORY M31	\$0
M32	FACILITY MAINTENANCE and MINOR REPAIR	Actual Cost of Services (Based on FY 96 Obligations).	TOTAL CATEGORY M32	\$0
M33	FINANCIAL SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M33	\$0
M34	FINANCE and ACCOUNTING	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M34	\$0
M35	FIRE PROTECTION	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M35	\$0
M36	FLIGHT OPERATIONS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M36	\$0
M37	RECORDS AND FORMS FLIGHT MANAGEMENT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M37	\$0
M38	FOOD SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M38	\$0
M39	GEODETIC SUPPORT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M39	\$0
M40	HEALTH SERVICES	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M40	\$0
M41	HOUSING and LODGING SERVICES	Based on LQA of individuals stay in Housing Unit.	TOTAL CATEGORY M41	\$0
M42	INTELLIGENCE COLLECTION	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M42	\$0
M43	LAUNDRY and DRY CLEANING	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M43	\$0
M44	LEGAL SERVICES	Staff Judge Advocate Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Area Defense Counsel Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
		Claims Not Reimbursable for the 35th Fighter Wing.	Sub-element Reimbursement	\$0
			TOTAL CATEGORY M44	\$0
M45	LIFE SUPPORT EQUIPMENT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M45	\$0
M46	LOGISTICS AIR SUPPORT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M46	\$0
M47	MAIL TRANSPORTATION OVERSEAS	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M47	\$0
M48	MAIL SERVICE	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M48	\$0
M49	MAIL POSTAGE SERVICE	POSTAGE (Based on FY 96 Obs + 4.5% Increase for Inflation) (+ 4.5%) =	TOTAL CATEGORY M49	\$0
M50	MAINTENANCE CONTROL	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M50	\$0
M51	MILITARY PERSONNEL SUPPORT	Not Reimbursable for the 35th Fighter Wing.	TOTAL CATEGORY M51	\$0

M183 UTILITIES

Actual Utilities Consumed

Service	DOD Agencies	NON-DOD Agencies
Electricity	\$0.24018/KWH	\$0.24913/KWH
Water	\$0.92737/KGAL	\$1.44244/KGAL
Sewage	\$2.60182/KGAL	\$4.69746/KGAL
Steam	\$1.63993/MBTU	\$9.69757/KGAL

Electricity

(Based on FY 96 Consumption)

Sub-element Reimbursement \$0

Water

(Based on FY 96 Consumption)

Sub-element Reimbursement \$0

Sewage

(Based on FY 96 Consumption)

Sub-element Reimbursement \$0

Steam

(Based on FY 96 Consumption)

Sub-element Reimbursement \$0

TOTAL CATEGORY M183 \$0

M184 VEHICLE SUPPORT

Based on FY 96 Obligations

TOTAL CATEGORY M184 \$0

M185 WEATHER SERVICES

Not Reimbursable for the 35th Fighter Wing.

TOTAL CATEGORY M185 \$0

TOTAL M CATEGORIES \$0

Attachment 5

FB520598299-104
REVIEW 1

ENVIRONMENTAL CERTIFICATION

This is not a new agreement. The Support Agreement has been reviewed and all environmental issues have been addressed and updated as needed. This organization is subject to the USFJ Japan Environmental Governing Standards (JEGS) to the Overseas Environmental Baseline Guidance Document (OEBGD).

The activities of the tenant organization of this agreement could use hazardous materials and as a result, generate hazardous waste. If hazardous materials/waste will be used, generated or stored, they must abide by all requirements established in the JEGS, Air Force Operating Instructions and local policy. The Spill Prevention and Contingency Control (SPCC) Plan/Spill Response Plan (SPR)/Hazardous Waste Management Plan must be updated annually. Hazardous waste disposal cost, environmental permits, fines, penalties and other environmental related cost will not be prorated and fair share costs will be assessed to the tenant organization as determined by the BCE.



J. PARKE K. SMITH, Lt Col, USAF
Commander, 35th Civil Engineer Squadron